

**WARD 4 FIRE PROTECTION DISTRICT
OF JACKSON PARISH
FINANCIAL REPORT**

DECEMBER 31, 2009

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date 7/14/10

Ward 4 Fire Protection District
of Jackson Parish

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**WARD 4 FIRE PROTECTION DISTRICT
OF JACKSON PARISH**

**P. O. Box 613
Jonesboro, LA 71251-0913**

MANAGEMENT'S DISCUSSION AND ANALYSIS

The Management's Discussion and Analysis is an element of the reporting model adopted by the Governmental Accounting Standards Board (GASB) in their Statement No. 34. Certain comparative information is presented to provide an overview of the District's operations.

Financial Highlights

This annual report consists of a series of financial statements. The Statement of Net Assets and the Statement of Activities provide information about the activities of the District as a whole and present a longer-term view of the District's finances. These statements tell how these services were financed in the short-term as well as what remains for future spending. The District is a component unit of the Jackson Parish Police Jury. The District maintains only one fund, the general fund, through which all of its operations are conducted.

A summary of the basic government-wide financial statements is as follows:

Summary of Statement of Net Assets

	<u>2009</u>	<u>2008</u>
ASSETS:		
Assets	\$237,762	\$212,488
Capital Assets, Net of Accumulated Depreciation	<u>459,703</u>	<u>483,059</u>
Total Assets	<u>\$697,465</u>	<u>\$695,547</u>
LIABILITIES:		
Current Liabilities-		
Accounts Payable	\$ 0	\$ 4,423
Payroll Liabilities	573	36
Current Portion of Long-term Debt	0	9,081
Non-current Liabilities-		
Long-term Debt	<u>0</u>	<u>65,516</u>
Total Liabilities	<u>\$ 573</u>	<u>\$ 79,056</u>
NET ASSETS:		
Invested in Capital Assets, Net of Related Debt	\$459,703	\$408,462
Reserved for Long-term Debt	0	74,597
Unrestricted	<u>237,189</u>	<u>133,432</u>
Total Net Assets	<u>\$696,892</u>	<u>\$616,491</u>

Summary of Statement of Activities

	<u>2009</u>	<u>2008</u>
REVENUES:		
Grant/Contributions	\$ 14,673	\$ 16,393
Charges for Services	1,075	1,240
General Revenues-		
Property Tax	244,764	225,115
Parcel Fee	59,170	48,749
Interest & Miscellaneous	<u>9,524</u>	<u>5,892</u>
Total Revenues	<u>\$329,206</u>	<u>\$297,389</u>
EXPENSES:		
Current-		
Public Safety	\$174,210	\$158,918
Debt Service	<u>74,596</u>	<u>40,340</u>
Total Expenses	<u>\$248,806</u>	<u>\$199,258</u>
Change in Net Assets	<u>\$ 80,400</u>	<u>\$ 98,131</u>

- The District's assets exceeded its liabilities by \$696,892 (net assets) for the year.
- Unrestricted net assets of \$237,189 represent the portion available to maintain the District's obligation to both citizens and creditors.

General Fund Budgetary Highlights

Revenues continue to be sufficient to enable the District to provide the necessary fire protection services to the citizens of the District.

Economic Factors and Next Year's Budget

As the primary revenue source for the District is property taxes, this type of tax is not subject to changes in the economy, in the short-term. However, in the long-term, significant increases/decreases in the tax base would be evident. Revenues and expenditures for 2010 should not change significantly from 2009.

Contacting the Fire District

This financial report is designed to provide our citizens, taxpayers, and creditors with a general overview of the District's finances and to show the District's accountability for the money it receives. Any questions about this report or requests for additional information may be directed to the District at P. O. Box 613, Jonesboro, LA 71251-0913.

Johnson, Thomas & Cunningham

Certified Public Accountants

Eddie G. Johnson, CPA – A Professional Corporation (1927-1996)

Mark D. Thomas, CPA – A Professional Corporation
Roger M. Cunningham, CPA – A Professional Corporation
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ACCOUNTANT'S REVIEW REPORT ON THE FINANCIAL STATEMENTS

Ward 4 Fire Protection District
of Jackson Parish
P. O. Box 613
Jonesboro, Louisiana 71251-0913

We have reviewed the accompanying financial statements of the governmental activities and major fund of the Ward 4 Fire Protection District of Jackson Parish, a component unit of the Jackson Parish Police Jury, as of and for the year ended December 31, 2009, which collectively comprise the District's basic financial statements as listed in the Table of Contents, in accordance with *Statements on Standards for Accounting and Review Services* issued by the American Institute of Certified Public Accountants. All information included in these financial statements is the representation of management of the District.

A review consists principally of inquiries of District personnel and analytical procedures applied to financial data. It is substantially less in scope than an audit in accordance with generally accepted auditing standards, the objective of which is the expression of an opinion regarding the financial statements taken as a whole. Accordingly, we do not express such an opinion.

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in conformity with generally accepted accounting principles.

The Management's Discussion and Analysis and budgetary comparison information on pages 1 through 4 and 26, are not a required part of the basic financial statements but are supplementary information required by the Governmental Accounting Standards Board. Such information has not been subjected to the inquiry and analytical procedures applied in the review of the basic financial statements, but was compiled from information that is the representation of management, without audit or review. Accordingly, we do not express an opinion or any other form of assurance on the supplementary information.

In accordance with the *Louisiana Governmental Audit Guide* and the provisions of state law, we have issued a report dated June 7, 2010, on the results of our agreed-upon procedures on page 27 through 29. Pages 30 through 31 present the Louisiana Attestation Questionnaire.

Johnson, Thomas & Cunningham, CPA's
Johnson, Thomas & Cunningham, CPA's

June 7, 2010
Natchitoches, LA 71457

BASIC FINANCIAL STATEMENTS

**GOVERNMENT-WIDE
FINANCIAL STATEMENTS**

Ward 4 Fire Protection District
of Jackson Parish
Statement of Net Assets
December 31, 2009

	Governmental <u>Activities</u>
ASSETS:	
Current Assets-	
Cash & Cash Equivalents	\$ 12,489
Revenue Receivable	225,048
Other-Deposit	<u>225</u>
Total Current Assets	\$237,762
Non-current Assets-	
Capital Assets (Net)	<u>459,703</u>
Total Assets	<u>\$697,465</u>
LIABILITIES:	
Current Liabilities-	
Payroll Liabilities	\$ <u>573</u>
NET ASSETS:	
Invested in Capital Assets, net of related debt	\$459,703
Unrestricted	<u>237,189</u>
Total Net Assets	<u>\$696,892</u>

See accompanying notes and accountant's report.

Ward 4 Fire Protection District
of Jackson Parish
Statement of Activities
December 31, 2009

<u>Activities</u>	<u>Expenses</u>	<u>Program Revenues</u>		<u>Net (Expense) Revenue and Changes in Net Assets Government Activities</u>
		<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	
Governmental Activities:				
Public Safety	<u>\$248,806</u>	<u>\$1,075</u>	<u>\$14,673</u>	<u>\$(233,058)</u>
General Revenues:				
Taxes-				
Property Tax				\$ 244,764
Parcel Fee				59,170
Interest & Miscellaneous				<u>9,524</u>
Total General Revenues				<u>\$ 313,458</u>
Change in Net Assets				\$ 80,400
Net Assets January 1, 2009				<u>616,492</u>
Net Assets December 31, 2009				<u>\$ 696,892</u>

See accompanying notes and accountant's report.

FUND FINANCIAL STATEMENTS

Ward 4 Fire Protection District
of Jackson Parish
Balance Sheet-Governmental Fund
December 31, 2009

Assets:

Cash & Cash Equivalents	\$ 12,489
Revenue Receivable	225,048
Other -Deposit	<u>225</u>
Total Assets	<u>\$237,762</u>

Liabilities:

Payroll Liabilities	\$ 573
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Fund Balance:

Unreserved	<u>237,189</u>
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Total Liabilities and Fund Balance	<u>\$237,762</u>
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See accompanying notes and accountant's report.

Ward 4 Fire Protection District
of Jackson Parish
Reconciliation of the Governmental Fund
Balance Sheet to the Statement of Net Assets
December 31, 2009

Total Fund Balance for the Governmental Fund
at December 31, 2009

\$ 237,189

Total Net Assets reported for Governmental Activities
in the Statement of Net Assets is different because:

Capital Assets used in Governmental Activities are not
financial resources and, therefore, are not reported
in the fund. Those assets consist of:

Land, Equipment, Buildings, and Vehicles
Less: Accumulated Depreciation

1,054,333

(594,630)

Total Net Assets of Governmental Activities
at December 31, 2009

\$ 696,892

See accompanying notes and accountant's report.

Ward 4 Fire Protection District
of Jackson Parish
Statement of Revenues, Expenditures and Changes in Fund Balance-
Governmental Fund
Year Ended December 31, 2009

REVENUES:

Taxes & Fees-	
Ad Valorem Taxes	\$244,764
Parcel Fee	59,170
Intergovernmental-	
Fire Insurance Rebate	10,942
Grants	3,731
Other-	
Rent	1,075
Interest	900
Miscellaneous	<u>8,624</u>
Total Revenues	<u>\$329,206</u>

EXPENDITURES:

Public Safety-	
Current-	
Personal Services	\$ 42,412
Operating Services	123,085
Materials & Supplies	13,316
Travel & Other	1,837
Capital Outlay	44,800
Debt Service	<u>74,596</u>
Total Expenditures	<u>\$300,046</u>

Excess of Revenues over Expenditures	\$ 29,160
Fund Balance-Beginning of Year	<u>208,029</u>
Fund Balance-End of Year	<u>\$237,189</u>

See accompanying notes and accountant's report.

Ward 4 Fire Protection District
of Jackson Parish
Reconciliation of the Statement of Revenues, Expenditures
and Changes in Fund Balance of the Governmental Fund
to the Statement of Activities
for the Year Ended December 31, 2009

Net Change in Fund Balance-Governmental Funds	\$ 29,160
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Amounts reported for Governmental Activities
in the Statement of Activities are different because:

Governmental Funds report Capital Outlays as
expenditures. However, in the Statement of
Activities the cost of these assets is allocated over
their estimated useful lives as depreciation expense.
The cost of Capital Assets recorded in the current
period are

44,800

Depreciation expense on Capital Assets is reported
in the Government-wide Financial Statements, but
does not require the use of current financial resources
and is not reported in the Fund Financial Statements.
Current year depreciation expense is

(68,156)

Payments on Long-term Debt are shown as expenditures
in the fund statements, but reduce Long-term Debt in the
Government-wide statements.

74,596

Net Change in Net Assets per Statement of Activities

\$ 80,400

See accompanying notes and accountant's report.

NOTES TO FINANCIAL STATEMENTS

Ward 4 Fire Protection District
of Jackson Parish
Notes to Financial Statements
December 31, 2009

1. Introduction:

The Ward 4 Fire Protection District of Jackson Parish was created by the Jackson Parish Police Jury, by ordinance in June 1982, under the provisions of Louisiana Revised Statutes 40:1492-1501, for the purpose of providing fire protection for the citizens of the District. The District is governed by a Board of Commissioners who are resident property taxpayers of the District. The commissioners are approved/appointed by the Jackson Parish Police Jury. The District was created to acquire and maintain buildings, machinery, equipment, water tanks, water hydrants and water lines, and any other such things necessary to provide proper fire protection and control within the District.

2. Summary of Significant Accounting Policies:

The accounting and reporting policies of the Ward 4 Fire Protection District of Jackson Parish conform to generally accepted accounting principles as applicable to governmental units. Such accounting and reporting policies also conform to the requirements of Louisiana Revised Statutes 24:517 and to the guides set forth in the *Louisiana Governmental Audit Guide*.

A. Reporting Entity-

As the governing authority of the Parish, for reporting purposes, the Jackson Parish Police Jury is the financial reporting entity for Jackson Parish. The financial reporting entity consists of (a) the primary government (police jury), (b) organizations for which the primary government is financially accountable, and (c) other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

Governmental Accounting Standards Board (GASB) Statement No. 14 established criteria for determining which component units should be considered part of the Jackson Parish Police Jury for financial reporting purposes. The basic criteria for including a potential component unit within the reporting entity is financial accountability. The GASB has set forth criteria to be considered in determining financial accountability. This criteria includes:

1. Appointing a voting majority of an organization's governing body and
 - a. The ability of the police jury to impose its will on that organization and/or
 - b. The potential for the organization to provide specific financial benefits to or impose specific financial burdens on the police jury.
2. Organizations for which the police jury does not appoint a voting majority but are fiscally dependent on the police jury.

Ward 4 Fire Protection District
of Jackson Parish
Notes to Financial Statements
December 31, 2009

3. Organizations for which the reporting entity's financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

Because the police jury created by ordinance Ward 4 Fire Protection District of Jackson Parish, the District was determined to be a component unit of the Jackson Parish Police Jury, the financial reporting entity. The accompanying financial statements present information only on the funds maintained by the District and do not present information on the police jury, the general government services provided by that governmental unit, or the other governmental units that comprise the financial reporting entity.

B. Basis of Presentation-

Government-Wide Financial Statements (GWFS)

The Statement of Net Assets and Statement of Activities report information about the reporting government as a whole. They include all funds of the reporting entity. Governmental activities generally are financed through taxes, intergovernmental revenues, and other non-exchange revenues.

The Statement of Activities presents a comparison between direct expenses and program revenues for each function of the District's governmental activities. Direct expenses are those that are specifically associated with a program or function. Program revenues include (a) fees and charges paid by the recipient for goods or services offered by the program, and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

C. Fund Accounting-

The accounts of the District are organized on the basis of funds. A fund is an independent fiscal and accounting entity with a separate set of self-balancing accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds maintained is consistent with legal and managerial requirements.

The District maintains only one fund. It is categorized as a governmental fund. The emphasis on fund financial statements is on major governmental and enterprise funds; each displayed in a separate column. A fund is considered major if it is the primary operating fund of the entity.

Ward 4 Fire Protection District
of Jackson Parish
Notes to Financial Statements
December 31, 2009

The major fund of the District is described below:

Governmental Fund-

General Fund

The General Fund is the general operating fund of the District. It is used to account for all financial resources except those required to be accounted for in another fund.

D. Measurement Focus/Basis of Accounting-

Basis of accounting refers to when revenues or expenditures/expenses are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurements made regardless of the measurement focus applied.

Accrual Basis - Government-Wide Financial Statements (GWFS)

The Statement of Net Assets and the Statement of Activities display information about the District as a whole. Both of these statements have been prepared using the economic measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

Modified Accrual Basis - Fund Financial Statements (FFS)

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. Governmental fund types use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e., when they are both measurable and available. "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to pay liabilities of the current period. The District considers all revenues "available" if they are collected within 60 days after year-end. Expenditures are generally recorded under the modified accrual basis of accounting when the related liability is incurred. The exceptions to this general rule are that (1) unmatured principal and interest on long-term debt, if any, are recorded when due and (2) claims and judgments and compensated absences are recorded as expenditures when paid with expendable available financial resources.

Ward 4 Fire Protection District
of Jackson Parish
Notes to Financial Statements
December 31, 2009

E. Assets, Liabilities, and Equity-

Cash and Interest-Bearing Deposits-

For purposes of the Statement of Net Assets, cash and interest-bearing deposits include all demand accounts, savings accounts, and certificates of deposit of the District.

Capital Assets-

Capital assets, which include property, plant, and equipment, are reported in the governmental activities column in the government-wide financial statements. Capital assets are capitalized at historical cost or estimated cost if historical cost is not available. Donated assets are recorded as capital assets at their estimated fair market value at the date of donation. The District maintains a threshold level of \$500 or more for capitalizing capital assets.

The costs of normal maintenance and repairs that do not add to the value of that asset or materially extend the life of that asset are not capitalized.

Depreciation of all exhaustible capital assets is recorded as an expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Assets. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation. The range of useful lives by type of asset is as follows:

Furniture, computers	5 years
Firefighting equipment	10 years
Ladders, hoses, airpicks	7 years
Radios	10 years
Fire trucks	15 years
Other vehicles	5 years
Buildings	40 years

Compensated Absences-

Leave does not accumulate and cannot be carried forward, therefore no entry is made to record compensated absences.

Ward 4 Fire Protection District
of Jackson Parish
Notes to Financial Statements
December 31, 2009

Equity Classifications-

In the government-wide statements, equity is classified as net assets and displayed in three components:

- a. Invested in capital assets, net of related debt---Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- b. Restricted net assets---Consists of net assets with constraints placed on their use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provision or enabling legislation.
- c. Unrestricted net assets---All other net assets that do not meet the definition of "restricted" or "invested in capital assets, net of related debt".

In the fund statements, governmental fund equity is classified as fund balance. Fund balance is further classified as reserved and unreserved, with unreserved further split between designated and undesignated.

F. Budget-

Prior to the beginning of each fiscal year, the Ward 4 Fire Protection District of Jackson Parish adopts a budget for the next fiscal year. The budget is open for public inspection. All budgetary appropriations lapse at the end of the fiscal year. The budget is prepared on the modified accrual basis of accounting.

G. Estimates-

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues, expenditures and expenses during the reporting period. Actual results could differ from those estimates.

Ward 4 Fire Protection District
of Jackson Parish
Notes to Financial Statements
December 31, 2009

3. Cash and Cash Equivalents:

For reporting purposes, cash and cash equivalents include demand deposits, time deposits, and certificates of deposit. At December 31, 2009, the District had cash and cash equivalents (collected bank balances) totaling \$14,577. Cash and cash equivalents are stated at cost, which approximates market. Under Louisiana law, these deposits must be secured by federal deposit insurance or the pledge of securities owned by the bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the bank. These pledged securities are held in the name of the pledging bank in a holding or custodial bank in the form of safekeeping receipts held by the District. The deposits at December 31, 2009, were fully secured by FDIC Insurance.

4. Capital Assets:

Capital asset balances and activity for the year ended December 31, 2009, is as follows:

<u>Governmental Activities</u>	<u>Balance 01-01-09</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance 12-31-09</u>
Capital Assets Not Depreciated:				
Land	\$ 13,700	\$ 0	\$0	\$ 13,700
Capital Assets Depreciated:				
Equipment	187,431	18,150	0	205,581
Vehicles	577,378	0	0	577,378
Buildings	<u>231,024</u>	<u>26,650</u>	<u>0</u>	<u>257,674</u>
Total Assets	<u>\$1,009,533</u>	<u>\$ 44,800</u>	<u>\$0</u>	<u>\$1,054,333</u>
Less: Accumulated Depreciation:				
Equipment	\$ 120,638	\$ 24,617	\$0	\$ 145,255
Vehicles	296,096	35,381	0	331,477
Buildings	<u>109,740</u>	<u>8,158</u>	<u>0</u>	<u>117,898</u>
Total Depreciation	<u>\$ 526,474</u>	<u>\$ 68,156</u>	<u>\$0</u>	<u>\$ 594,630</u>
Net Capital Assets	<u>\$ 483,059</u>	<u>\$ (23,356)</u>	<u>\$0</u>	<u>\$ 459,703</u>

Depreciation expense of \$68,156 was charged to the public safety function.

Ward 4 Fire Protection District
of Jackson Parish
Notes to Financial Statements
December 31, 2009

5. Ad Valorem Taxes:

Ad Valorem taxes are budgeted in the year the taxes are due and payable. Ad Valorem taxes are assessed on a calendar year basis and attach as an enforceable lien and become due and payable on the date the tax rolls are filed with the recorder of mortgages. Louisiana Revised Statute 47:1993 requires that the tax roll be filed on or before November 15 of each year. Ad Valorem taxes become delinquent if not paid by December 31. The taxes are normally collected in December of the current year and January and February of the ensuing year.

An annual parcel fee is assessed on each parcel of immovable property situated within the Ward 4 Fire Protection District of Jackson Parish. Notices are sent to property owners in February by the Ward 4 Fire Protection District of Jackson Parish. Parcel fees become delinquent on April 10 of the current year. Parcel fees attach as an enforceable lien on property as of April 10 of each year. The fees are generally collected from February through April of the current year. Parcel fees are collected by the Ward 4 Fire Protection District of Jackson Parish. Parcel fee revenues are recognized in the year assessed if received within 60 days of December 31.

6. Pending Litigation:

There were no civil suits seeking damages against the District outstanding at December 31, 2009.

7. Related Party Transactions:

The District had no identified related party transactions for the year ended December 31, 2009.

8. Compensation Paid to Board Members:

The members of the Board of Commissioners of the District receive no compensation for their services.

9. Receivables:

The following is a summary of receivables at December 31, 2009:

<u>Class of Receivable</u>	<u>General Fund</u>
Taxes-	
Ad Valorem	\$224,594
Other	<u>454</u>
Total	<u>\$225,048</u>

Ward 4 Fire Protection District
of Jackson Parish
Notes to Financial Statements
December 31, 2009

Substantially all receivables are considered to be fully collectible, and no allowance for uncollectibles is used.

10. General Long-term Debt:

The following is a summary of long-term debt transactions for the year ended December 31, 2009:

Balance at January 1, 2009	\$ 74,597
Additions	0
Reductions	<u>(74,597)</u>
Balance at December 31, 2009	<u>\$ 0</u>

The District entered into a lease/purchase agreement with Government Capital Corporation for the purchase of a 2008 International 4400 Cab and chassis and related equipment. Principal and interest payments were funded by the annual Ad Valorem tax levied by the District. The loan agreement provided for eight annual payments beginning in May 2008 and were to end in May 2015. At December 31, 2009, this lease/purchase had been paid in full.

**OTHER REQUIRED
SUPPLEMENTARY INFORMATION**

Ward 4 Fire Protection District
of Jackson Parish
General Fund
Budgetary Comparison Schedule
For the Year Ended December 31, 2009

	<u>Budget</u> <u>Original/Final</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
REVENUES:			
Ad Valorem	\$218,000	\$244,764	\$ 26,764
Parcel Fee	52,000	59,169	7,169
Fire Insurance Rebate	10,000	10,943	943
Grants	4,000	3,731	(269)
Rent	1,000	1,075	75
Interest	1,000	900	(100)
Miscellaneous	<u>1,000</u>	<u>8,624</u>	<u>7,624</u>
Total Revenues	<u>\$287,000</u>	<u>\$329,206</u>	<u>\$ 42,206</u>
EXPENDITURES:			
Personnel Services	\$ 40,000	\$ 42,412	\$ (2,412)
Operating Services	99,900	123,085	(23,185)
Materials & Supplies	10,000	13,316	(3,316)
Travel & Other	3,200	1,837	1,363
Capital Outlay	133,900	44,800	89,100
Debt Service	<u>0</u>	<u>74,596</u>	<u>(74,596)</u>
Total Expenditures	<u>\$287,000</u>	<u>\$300,046</u>	<u>\$(13,046)</u>
Excess of Revenues over Expenditures	\$ 0	\$ 29,160	\$ 29,160
Fund Balance-Beginning of Year	<u>208,029</u>	<u>208,029</u>	<u>0</u>
Fund Balance-End of Year	<u>\$208,029</u>	<u>\$237,189</u>	<u>\$ 29,160</u>

See accountant's report.

Johnson, Thomas & Cunningham

Certified Public Accountants

Eddie G. Johnson, CPA – A Professional Corporation (1927-1996)

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INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

Ward 4 Fire Protection District
of Jackson Parish
P. O. Box 613
Jonesboro, Louisiana 71251-0913

We have performed the procedures included in the *Louisiana Governmental Audit Guide* and enumerated below, which were agreed to by the management of the Ward 4 Fire Protection District of Jackson Parish and the Legislative Auditor, State of Louisiana, solely to assist the users in evaluating management's assertions about the Ward 4 Fire Protection District's compliance with certain laws and regulations during the year ended December 31, 2009, included in the Louisiana Attestation Questionnaire. This agreed-upon procedures engagement was performed in accordance with standards established by the American Institute of Certified Public Accountants and applicable standards of *Government Auditing Standards*. The sufficiency of these procedures is solely the responsibility of the specified users of the report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

PUBLIC BID LAW

1. Select all expenditures made during the year for materials and supplies exceeding \$30,000, or public works exceeding \$150,000, and determine whether such purchases were made in accordance with LSA-RS 38:2211-2251 (the public bid law).

No expenditures found to be in violation.

CODE OF ETHICS FOR PUBLIC OFFICIALS AND PUBLIC EMPLOYEES

2. Obtain from management a list of the immediate family members of each board member as defined by LSA-RS 42:1101-1124 (the code of ethics), and a list of outside business interests of all board members and employees, as well as their immediate families.

Management provided us with the required list including the noted information.

3. Obtain from management a listing of all employees paid during the period under examination.

Management provided us with the requested information.

4. Determine whether any of those employees included in the listing obtained from management in agreed-upon procedures (3) were also included on the listing obtained from management in agreed-upon procedures (2) as immediate family members.

No instances that would fall under the above circumstances were found.

BUDGETING

5. Obtain a copy of the legally adopted budget and all amendments.

Management provided us with a copy of the budget. There were no amendments for the year.

6. Trace the original budget adoption to the minute book.

Traced the adoption of the budget to the minutes of the District.

7. Compare the revenues and expenditures of the final budget to actual revenues and expenditures to determine if actual revenues failed to meet budgeted revenues by 5% or more or if actual expenditures exceed budgeted amounts by 5% or more.

Actual revenues and actual expenditures were within the 5% variance allowed by law.

ACCOUNTING AND REPORTING

8. Randomly select 6 disbursements made during the period under examination and:

- (a) trace payments to supporting documentation as to proper amount and payee:

We examined supporting documentation for each of the six selected disbursements and found that payment was for the proper amount and made to the correct payee.

- (b) determine if payments were properly coded to the correct fund and general ledger account:

Each disbursement appeared to be coded correctly.

- (c) determine whether payments received approval from proper authorities:

Inspection of supporting documentation showed written approval. In addition, non-recurring entries were discussed and approved in the minutes.

MEETINGS

9. Examine evidence indicating that agendas for meetings recorded in the minute book were posted or advertised as required by LSA-RS 42:1 through 42:12 (the open meetings law).

The District is only required to post a notice of each meeting and the accompanying agenda on the door of the District's office building. Management has asserted that such documents were properly posted.

DEBT

10. Examine bank deposits for the period under examination and determine whether any such deposits appear to be proceeds of bank loans, bonds or any other indebtedness which have not been approved by the State Bond Commission.

We inspected copies of all bank deposits for the period under examination and noted no deposits that appeared to be proceeds of bank loans, bonds, or other indebtedness that had not been approved by the State Bond Commission.

ADVANCES AND BONUSES

11. Examine payroll records and minutes for the year to determine whether any payments have been made to employees that may constitute bonuses, advances, or gifts.

Not applicable.

Our prior report, dated May 28, 2009, did not include any comments or unresolved matters.

We were not engaged to, and did not, perform an examination, the objective of which would be the expression of an opinion on management's assertions. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the use of management of the Ward 4 Fire Protection District of Jackson Parish and the Legislative Auditor, State of Louisiana, and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

Johnson, Thomas & Cunningham, CPA's
Johnson, Thomas & Cunningham, CPA's

June 7, 2010
Natchitoches, Louisiana

JACKSON PARISH
FIRE PROTECTION DISTRICT, WARD 4
LOUISIANA ATTESTATION QUESTIONNAIRE

Johnson, Thomas & Cunningham, CPA's
321 Bienville Street
Natchitoches, LA 71457

In connection with your compilation of our financial statements as of December 31, 2009, and for the period then ended, and as required by Louisiana Revised Statute 24:513 and the *Louisiana Governmental Audit Guide*, we make the following representations to you. We accept full responsibility for our compliance with the following laws and regulations and the internal controls over compliance with such laws and regulations. We have evaluated our compliance with the following laws and regulations prior to making these representations.

These representations are based on the information available to us as of June 1, 2010.

Public Bid Law

It is true that we have complied with the public bid law, LSA-RS Title 38:2212, and, where applicable, the regulations of the Division of Administration, State Purchasing Office.

Yes ☒ No ☐

Code of Ethics for Public Officials and Public Employees

It is true that no employees or officials have accepted anything of value, whether in the form of a service, loan, or promise, from anyone that would constitute a violation of LSA-RS 42:1101-1124.

Yes ☒ No ☐

It is true that no member of the immediate family of any member of the governing authority, or the chief executive of the governmental entity, has been employed by the governmental entity after April 1, 1980, under circumstances that would constitute a violation of LSA-RS 42:1119.

Yes ☒ No ☐

Budgeting

We have complied with the state budgeting requirements of the Local Government Budget Act (LSA-RS 39:1301-14 or the budget requirements of LSA-RS 39:43.

Yes ☒ No ☐

Accounting and Reporting

All non-exempt governmental records are available as a public record and have been retained for at least three years, as required by LSA-RS 44:1, 44:7, 44:31, and 44:36.

Yes ☒ No ☐

We have filed our annual financial statements in accordance with LSA-RS 24:514, 33:453, and/or 39:92, as applicable.

Yes ☒ No ☐

We have had our financial statements audited or compiled in accordance with LSA-RS 24:513.

Yes ☒ No ☐

Meetings

We have complied with the provisions of the Open Meetings Law, provided in RS 42:1 through 42:12.

Yes ☒ No ☐

Debt

It is true we have not incurred any indebtedness, other than credit for 90 days or less to make purchases in the ordinary course of administration, nor have we entered into any lease-purchase agreements, without the approval of the State Bond Commission, as provided by Article VII, Section 8 of the 1974 Louisiana Constitution, Article VI, Section 33 of the 1974 Louisiana Constitution, and LSA-RS 47:1410.60.

Yes ☒ No ☐

Advances and Bonuses

It is true we have not advanced wages or salaries to employees or paid bonuses in violation of Article VII, Section 14 of the 1974 Louisiana Constitution, LSA-RS 14:138, and AG opinion 72-729.

Yes ☒ No ☐

We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations. We have made available to you documentation relating to the foregoing laws and regulations.

We have provided you with any communications from regulatory agencies or other sources concerning any possible noncompliance with the foregoing laws and regulations, including any communications received between the end of the period under examination and the issuance of this report. We acknowledge our responsibility to disclose to you any known noncompliance which may occur subsequent to the issuance of your report.

Chairman John Paul Gish, Jr.